



**FOR INFORMATION:**

**TO:** Planning and Budget Committee

**SPONSOR:** Gail Milgrom, Acting Assistant Vice-President Campus and Facilities Planning

**CONTACT INFORMATION:** 416-978-5515; [avp.space@utoronto.ca](mailto:avp.space@utoronto.ca)

**DATE:** September 9, 2011 for September 21, 2011

**AGENDA ITEM:** 10

Project Planning Committee for Robarts Library 4<sup>th</sup> Floor West Renovation of Library Research and Reference Services and the Centre for Teaching Support and Innovation

**JURISDICTIONAL INFORMATION:**

Under the Policy on Capital Planning and Capital Projects, section 5.A. the membership and terms of reference of Project Committees shall be reported to the Planning and Budget Committee.

**BACKGROUND:**

The renewal of much of Robarts Library primary public spaces as described in the 2007 *Robarts Library Renewal and Expansion Plan* has been achieved through generous funding from the Ontario Government, matching funds by a lead donor and Student Experience Funds. Completed to date are spaces that include the renewal of stack floor apex and core reading rooms, renovation of the 5<sup>th</sup> floor Data Management and GIS space and 3<sup>rd</sup> floor Media Commons, the enclosure of the 2<sup>nd</sup> floor Patio areas and the construction of a new entry stair.

Additional funding is now being provided through the Graduate Expansion Capital Fund, along with matching donor funds to expand renewal efforts to the 4<sup>th</sup> floor for the two distinct units of Library Research and Reference Services (LRRS) and the Centre for Teaching Support and Innovation (CTSI). Further, through some reorganization of the spaces currently occupied by these groups, additional student study space will be added and central library computing and meeting space will be relocated within a public “spine” which anticipates a future connection to a Robarts Library Pavilion.

Approval to proceed with design drawings and preliminary costing has been given through AFD in order to allow for more detailed information to inform the final approval of these combined projects through Planning and Budget.

The Library Research and Reference Services project includes the renewal and reorganization of the 4<sup>th</sup> floor administrative area to better utilize the staff area, and expand teaching opportunities through the insertion of a 42 seat electronic teaching laboratory. This project will enhance the student experience by expanding study spaces within a new electronic teaching laboratory accessible to students when not in use for teaching purposes.

The CTSI project will improve utilization of existing inventoried space to allow the group to work together in a collaborative manner, and allow for ease of functionality when engaging with faculty and student clients. This project will enhance the student experience by expanding study space within the relocated meeting/computer room shared centrally. The plan also makes way for the anticipated Robarts Pavilion to the west and a new spine of student study tables through the reorganization of space.

#### **PROPOSED COMMITTEE MEMBERSHIP:**

Larry Alford	University Chief Librarian
Julie Hannaford	Associate Librarian for the Humanities and Social Sciences
Alfred Cheng	Chief Administrative Officer, Finance & Administrative Services
Carol Rolheiser	Director, CTSI
Pam Gravestock	Associate Director, CTSI
Avi Hyman	Institutional Strategist for Academic Computing, UofT
Julian Binks	Director, Planning and Estimating, Capital Projects
Jennifer Adams Pepper	Senior Planner, Office of the AVP Campus and Facilities Planning
Steve Bailey	Director, Office of Space Management
Ron Swail	Assistant Vice-President, Facilities and Services

#### **TERMS OF REFERENCE**

The project Committee must address the following items:

1. Identify the demand for academic and administrative space necessitated by staff complement, and required support spaces.
2. Demonstrate that the proposed space program will be consistent with the Council of Ontario University's space standards.
3. Identify all secondary effects, including space reallocations within the existing building, impact on the delivery of academic programs during construction and the possible required relocation as required to implement the plan of existing units.
4. Identify equipment and moveable furnishings necessary to the project and their estimated cost.
5. Identify all data and communication requirements and their related costs.
6. Identify all security, occupational health and safety and accessibility requirements and their related costs.
7. Determine a total project cost estimate for the capital project including all aspects identified above and costs of implementation.
8. Identify a funding plan for capital and operating costs.
9. Report by October 2011